

Application

Community Center

Idaho Community Development Block Grant

March 6, 2009

Historic Adams County Courthouse Project



Submitted by: **Adams County, Idaho**
Adams County Commissioners

Prepared by:

Shawn Charters Consulting

139 S. Commercial Street, Emmett, ID 83617 208-741-1113 . 208-365-4975 fax . shawn@blackcanyon.us

March 6, 2009

Donald Dietrich
Idaho Department of Commerce
P. O. Box 83720
Boise, ID 83720-0093

Dear Mr. Dietrich:

Adams County and the Adams County Historic Preservation Commission respectfully submits this application for an Idaho Community Development Block Grant.

This application is for \$123,255 in ICDBG funds to rehabilitate the Historic 1915 Adams County Courthouse. Once rehabilitated, the Historic Courthouse will serve as a community center for the residents of the area. The ICDBG funds will be matched with \$46,823 in local cash and in-kind resources. Upon completion, the Historic Courthouse Community Center will be fully accessible to persons with disabilities.

A Feasibility Study has been completed and determined that a Community Center is a much needed asset for the community and will provide needed space for performances and arts, educational programs as well as provide an anchor to the community by providing economic development opportunities and historic preservation.

The Adams County Commission appreciates the opportunity to present this ICDBG application and your support of our grant request.

Sincerely,

Bill Brown, Chairman
Adams County Commissioners

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IV. ICDBG Application Information Form

Applicant: Adams County Chief Elected Official: Bill Brown, Chairman
Address: P.O. Box 48, Council, ID 83612 Phone: 208-347-2290

Sub recipient (if applicable): NA Chief Elected Official: _____
Address: _____ Phone: _____

Application Prepared by Shawn Charters Phone: 208-741-1113
Address: 139 S. Commercial Street, Emmett, ID 83617

Architect/Engineer/Planner: ZGA Architects Phone: 208-345-8872
Address: 565 W. Myrtle Street, Suite 225, Boise, ID 83702-7606

NATIONAL OBJECTIVE (MARK ONE)

☒ LMI Area ☐ LMI Clientele
☐ LMI Jobs ☐ Slum & Blight
☐ Imminent Threat

PROJECT TYPE (MARK ONE)

☐ Public Facility/ Housing ☒ Community Center
☐ Economic Development ☐ Senior Center
☐ Imminent Threat ☐ Other

PROJECT POPULATION TO BENEFIT (PERSONS): (Census/Survey/Clients/Jobs)

TOTAL # TO BENEFIT: 3,438 County, 1,949 Council School District TOTAL # LMI TO BENEFIT: 1,052

% LMI TO BENEFIT: 54% % MINORITY POPULATION: 7.2%

PROJECT DESCRIPTION: This application is for a \$123,255 ICDBG grant that will be used to construct and install a wheelchair lift, remove the existing boiler and install a new heating and cooling system for the Adams County Historic Courthouse Community Center in Council.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED/ CONTRACT AWARD DATE	DOCUMENTATION IN APPENDIX ***
ICDBG	123,255				
Local Cash	3,800			12/08	G
Local Loan*					
Local In-Kind**	43,023			3/09	G
USDA-RD Grant					
EDA Grant					
State Grant					
Foundation Grant					
Private Investment					
Other (identify)					
TOTAL PROJECT FINANCING	170,078				

* Identify Loan Source(s) NA Date Bond or Necessary and Ordinary Passed NA

**Describe In-Kind match by type (i.e. materials, labor, waived fees, land value) and amount.

***Identify which appendix corresponding documentation is in. Documentation should be a letter from the appropriate source.

V. EAC PAGE:

Adams County and the Adams County Historic Preservation Commission (ACHPC) proposes to renovate the Historic 1915 Adams County Courthouse in Council, Idaho, for adaptive re-use as a community center.

Residents within the Adams County School District have no facilities that would accommodate large community groups when providing public information and education meetings or conducting programs and special events that promote quality of life. To assess these needs, two Feasibility Studies were conducted; the first was an existing conditions analysis of the old Courthouse by ZGA Architects and the second was a use analysis completed by Planmakers. This action was prompted by the closure of the old courthouse in 2000 when a new courthouse was built for the County.

Funding of the proposed Community Center project will not only provide for a facility needed by area residents for large community meetings, programs and special events, but the project will contribute to the conservation of this historic landmark and architectural beacon. The historic courthouse is far and away the largest structure within the area next to the local school. The proposed community center project is needed to assure that the existing square footage is not lost, but is economically rehabilitated for adaptive re-use as a Cultural Community Center which will serve as a center of community and economic activity. Funding of the proposed Community Center project will also contribute to the elimination of the negative blighting impacts that the vacant and derelict historic courthouse and grounds have on the visual and economic character of Council which is working hard to revitalize it's downtown core. This revitalized and active historic courthouse is a significant part of the Downtown Council Master Plan. The plan creates a pedestrian connection between the courthouse, Courthouse Hill Park, Council Valley Museum and Council Square. The courthouse's architectural character is highly visible from both the existing and proposed route of Highway 95, and will serve to attract travelers into the downtown area.

The cultural, educational, quality of life, historical and interpretive opportunities generated by the restored Courthouse will provide the benefits of promoting recreation, tourism, and small business within the Council area as well as contribute to the economic development of the community and region. This is especially critical in light of the fact that, **during 2008, the Idaho Department of Labor reported that Adams County had an unemployment rate of 17.5%! This level of unemployment is more than four times the 6.6% rate for Idaho and the 7.2% rate for the United States. In fact Adams County unemployment rate is the highest in the State of Idaho.**

ACHPC, local residents, and Adams County have spent years in developing the proposed project and overall Courthouse restoration project, they have addressed all the structural deficiencies and are ready to proceed immediately toward construction upon an award of ICDBG assistance. The design and environmental review are completed. The Architect and Grant Administrator have been selected and stand ready to begin construction documents as soon as notification of grant award is received. Adams County and the ACHPC are looking for a hand up, not a hand out. The Council area is comprised of 54% LMI residents who cannot fully fund this project without additional financial assistance.

VI. Threshold Criteria

A. ELIGIBLE APPLICANT:

The applicant is a City ☐ The applicant is a County ☒

B. ELIGIBLE ACTIVITIES:

The proposed project includes designing and constructing improvements to the old Adams County Courthouse for use as a Community Center. The activities are eligible under ICDBG Section II, B, Public Facilities and Improvements (Community/Senior Centers).

C. NATIONAL OBJECTIVE: Complete only one of the following that corresponds to the National Objective to be met with the project.

An Income Survey was conducted and can be found in **Appendix B**. The survey resulted in 54% of the population as being low to moderate income and benefiting from this project, thus meeting HUD's National Objective.

C.1. LMI-Area Benefit:

Total Number of Households* in Project Benefit Area 758

***Note: For water and sewer projects, this is the number of households hooked onto the system and any households that will hook onto the system once the project is complete.**

LMI Percentage Determined by: (Check one and complete requested information)

X Survey** (survey requirements in Chapter 3)

Survey Report, Sample Survey, Survey
Tabulation, Boundary Map*** are found in
Appendix I.

___ Census (BG=Block Group) List the BG for each tract

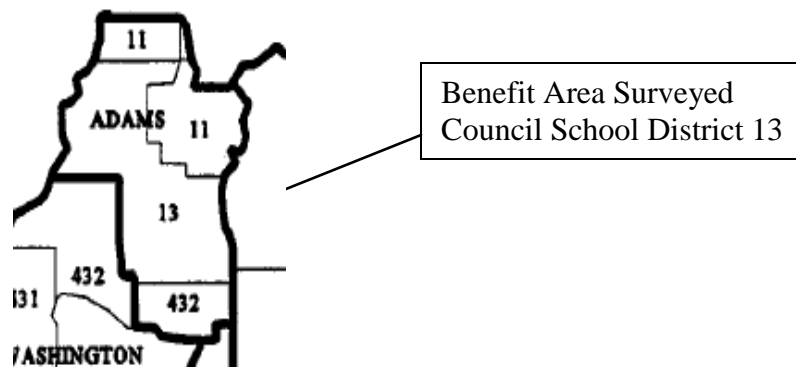
Tract _____ BG _____ BG _____ BG _____ BG _____

Tract _____ BG _____ BG _____ BG _____ BG _____

Tract _____ BG _____ BG _____ BG _____ BG _____

** Survey methodology and documents must have prior approval from ICL staff

***Survey Area must match Project Benefit Area



D. CITIZEN PARTICIPATION:

A copy of the plan, public notice, affidavit of publication, and meeting minutes are found in **Appendix C**.

A. Citizen Participation Plan: Adams County has adopted a Citizen Participation Plan and stands by its commitment to comply with the Plan as provided in **Appendix C**.

B. The notice of public hearing was published on February 11, 2009 with the public hearing held at 11:30 p.m. on February 23, 2009, at the Adams County Courthouse in Council, Idaho.

Date of Notice: February 11, 2009 Date of Hearing: February 23, 2009

E. STATEWIDE GOALS AND STRATEGIES:

This project meets the statewide goals of both preserving and enhancing suitable living environments and expanding economic opportunities. This project accomplishes these goals by increasing access to quality facilities and services. This project also allows Adams County to expand its economic opportunities. Adams County needs to be able to attract new business and support existing businesses. In order to do that, the County needs to be able to provide a meeting place and provide programs to attract visitors to the community to spend time. This grant will allow them to do that.

F. ADMINISTRATIVE CAPACITY:

Adams County does not have adequate staff available to administer the Community Development Block Grant program. The County issued an RFP for Grant Administration Services on January 20, 2006. The County has hired Shawn Charters to provide grant administration services for this project. Ms. Charters is a "Certified Grant Administrator" with over 20 years experience administering ICDBG grants. Please see **Appendix E** for a copy of the RFP and minutes selecting Shawn Charters.

Over the past few years the Adams County has been the recipient of Idaho Community Development Block Grant Funding and has successfully managed all projects with no monitoring findings.

G. Fair Housing

Other required civil rights compliance documents have been adopted and published by Adams County, as appropriate, and can be found in **Appendix D**.

- ☐ Fair Housing Resolution
- ☐ Residential Anti-displacement and Relocation Assistance Plan
- ☐ Excessive Force Policy
- ☐ Certification Regarding Lobbying

VII. PROGRAM INCOME:

Funds generated from this project will be used for operations and maintenance of the Community Center.

VIII. GENERAL PROJECT DESCRIPTION:

A. Community Description:

Adams County was established in 1911 and named for America's second president, John Adams. It is comprised of 1,370 square miles of mountains, forests, rivers, high desert and is bordered on the west by Hell's Canyon.

Council is the County seat of Adams County, which is located in the West-Central Idaho highlands area. This community was heavily dependent on a wood-products-related economy until the closure in 1995 of the Boise Cascade Sawmill, its largest employer. The community is now struggling to diversify the economy with the main employers still being the public school district, the U.S. Forest Service, the Evergreen Mill and the local government. The addition of a city owned business park in 1996 has greatly aided the diversification process by attracting new businesses to the area and providing them with adequate lease space and incentives to help them grow their businesses and employ local citizen's. The revitalization of the downtown core was listed as one of the main objectives by residents when the mill closed and still plays a major role in the recovery strategy. Though this community is making every effort to help themselves, it is still one of the most distressed area's in southwest Idaho.

B. Community Needs Assessment:

Facilities & Infrastructure	Poor	Fair	Good	Previously ICDBG funded last 10 years
Water	NA			
Sewer	NA			
Electrical			X	
Fire		X		
Hospitals	X			
Work Force Housing		X		
Roads			X	
Railroads	NA			
Airport			X	
Broadband			X	
Senior Center			X	X
Community Center	X			
Community Recreation Facilities	X			
Other				

The first Adams County Courthouse was built in 1915. The building served as the center for county politics, government, and legal proceedings for the next 85 years. As the new century approached, it became evident that the building was no longer adequate. Some serious structural problems had developed over the years, the building was not handicapped accessible, and an impending lawsuit filed by a former jail inmate further complicated the picture. As the County Commissioners struggled to determine whether the building could be renovated to address these concerns, the Idaho Heritage Trust funded a Preliminary Structural Survey Report to assist in that decision. The report led the commissioners to decide that a new building was necessary. A bond election in the amount of \$2.85 million was held in 1997. In 1998 and 1999 a new courthouse and jail was constructed and the old courthouse was vacated in January of 2000.

In August of that year, the County Commissioners appointed a local group to conduct an investigation into the feasibility of restoring and re-using the building. The group became the Adams County Courthouse Restoration Committee.

The committee conducted a series of public meetings in Council and New Meadows to gather as much input as possible from the general public regarding re-use of the building. Then they raised enough money in grants to proceed with a professional feasibility study. The study was completed in the fall of 2002 and included two phases. The first phase was a structural analysis conducted by ZGA Architects of Boise and included a hazardous materials evaluation. The second phase was a use analysis conducted by Planmakers of Boise. The study concluded that it was indeed feasible to restore the building and that its best use would be a "community cultural center." **Please see copies of the Feasibility Studies in Appendix A.**

The Restoration Committee made recommendations to the County Commissioners based on the findings of the study. At that time everyone involved agreed that it would be worthwhile to develop a plan for restoration and use. It was clear that the plan would have ambitious goals and that the original Courthouse Committee would need to strengthen and expand in order to accomplish the goals.

To that end Adams County became part of the Certified Local Government program. The program involves a nation-wide network of local governments that work to identify and protect historic properties all across the country. The network starts at the Federal level with the Secretary of the Interior and the National Park Service. These agencies have developed the criteria and guidelines for the program and can approve each state and authorize the establishment of a State Historic Preservation Office. The state can certify any local government (city or county) interested in participating in the program, and then the local government appoints a commission of local folks to do the work. The commission is eligible to apply to the state for a small grant each year, which is generated at the Federal level.

The Adams County Historic Preservation Commission was appointed in November of 2002 and immediately applied for the grant from the state. The grant was awarded and the Commission used the money to develop a variety of materials to promote the old courthouse. The materials included a web site, a compact disk and a brochure. Certified

Local Government grants have been applied for and received each year since for various uses related to the project.

On January 15, 2004, Adams County Building Inspector Don Horton wrote a letter following a tour of the building, stating that his primary concern was that the building sat unused and unheated. He further stated that, "If adequate public access could be provided to the building, together with adequate restroom facilities, the building could then be used on an "as is" basis for public events."

There has been some limited use of the building. The local Annual Quilt Show started using a part of the basement for storage and in the summer of 2005, held the month-long show in the old courthouse. Due to the many positive comments received from attendees, the Exhibit Committee requested the building be reserved for the 2006 Annual Quilt Show. The Alpine Playhouse of McCall, Idaho, along with the Council Cultural Arts Committee presented a play in the old courtroom which was fully attended. Since the summer of 2003, several bands have used rooms in the building for jamming during the annual Council Mountain Music Festival. On July 30, 2005, the 1919 Nell Shipman silent film, "Back to God's Country", was presented in the courtroom, accompanied by a score composed and performed by two local artists. The entire building has been decorated for a private party for the last two Halloweens. Moderate donations have resulted from these activities, as well as some small donations from the public.

The ACHPC, working under a Certified Local Government, has the ability to undertake a number of worthwhile preservation projects in Adams County. However, because of the existing involvement described above, the Commission has determined that stabilization and restoration of the Old Courthouse, listed on the National Register of Historic Places, is its top priority at this time.

C. Project Description:

Maps of the project area are located in **Appendix F**.

The rehabilitation of the Adams County Courthouse will include the upgrade of existing structural components and remodel of various areas to provide handicap accessibility, upgrades to the HVAC and electrical systems.

The key component of achieving accessibility goals for the building will be the installation of a lift in order to provide access to each of the levels within the building. Installation of the proposed accessibility lift will involve selective demolition and repair as well as new construction. It is anticipated that the new lift would be located adjacent to the existing stairwell and have programmed stops at the Boiler Room, rear entry Stair Landing, first floor Treasure Office and second floor Witness Room.

The anticipated scope of work for the installation of an accessibility lift would include the items listed below.

New Construction

1. New concrete floor at Boiler room.
2. Miscellaneous structural framing at rear entry Stair Landing partition, Treasure Office and Witness Room floor(s).
3. New wall framing and installation of gypsum wallboard.
4. Installation of new 34" x 54" (Apex 750) Accessibility Lift including electrical service and control panel.
5. Installation of raised-panel enclosure on two sides at the basement, first floor and second floor.
6. Installation of new sub-floor material and finish flooring as necessary. Excludes refinish of existing floor.
7. Miscellaneous patching to existing Lath & Plaster ceiling and walls at rear entry Stair Landing, Boiler Room and Treasure Office ceiling(s).
8. Rental of crane for installation of lift.
9. Patch and repair roof trusses members, sheathing, batten boards, and metal roofing material.

Installation of Heating and Cooling System

1. Install new Forced Air Gas Furnace and Air Conditioning System.

D. Project Land & Permits: Answer the following questions and attach documentation.

1. Has any land, buildings, easements or right-of-ways been purchased for this project? ☐ Yes ☒ No

How? _____

List the date of purchase _____

2. Will any land, buildings, easements or right-of-ways be needed for this project? ☐ Yes ☒ No

Status of the purchase: _____

3. Is anyone living on the land or in the structures at the proposed site? ☐ Yes ☒ No

4. Is any business being conducted on the land or in the structures at the proposed site? ☒ Yes ☐ No

5. Are there any businesses, individuals, or farms being displaced as a result of this project? ☐ Yes ☒ No

6. Are there permits that will be needed for the project; i.e. well, water rights, land application, demolition permits, zoning permit, air quality permit, etc?

___ Yes X No

Status of the permits (include plan for securing permits): _____

All required permits are in hand. No additional permits are needed.

7. Describe the ownership/lease arrangements for the property involved in the project.

Adams County owns the property where the improvements will be constructed.

IX. BUDGET NARRATIVE:

Adams County and the Adams County Historic Preservation Commission is requesting \$123,255 in grant funds for the Historic Courthouse Community Center Project. Funds will be used to construct and install a wheelchair lift and install a new heating and cooling system for the new Community Center in Council. The block grant funds will also be used to pay for grant administration and architect fees.

Matching funds totaling \$46,823 have been included in the project. These funds consist of \$3,800 in cash donations, \$10,000 from Lyle and Barbara Sall and a \$5,000 donation of Carpentry work for the new chairlift has been donated by George & Donna McCready. The Adams County Historic Preservation Commission spent \$7,123 in 2008 for improvements to the Community Center. Shawn Charters has donated her grant writing fee of \$2,000 for this project and the County Sheriff has committed in-mate labor to the project valued at up to \$18,900.

Please see **Appendix G** for a complete set of cost estimates and funding sources.

Probable Project Costs:

Construction	\$ 117,255
In-Kind Demolition	\$ 12,700
Architect Fee	\$ 7,000
Grant Admin	\$ 9,000
Grant Writing	\$ 2,000
In-Kind Construction Work	\$ 15,000
2008 Matching Expenditures	\$ <u>7,123</u>
Total Phase 1 Costs	\$ 170,078

Probable Project Funding:

ICDBG	\$ 123,255
2008 Expenditures	\$ 7,123
In-Kind Construction Labor	\$ 15,000
Cash	\$ 3,800
Donated Grant Writing	\$ 2,000
Sheriff's labor	\$ <u>18,900</u>
Total Phase 1 Funding	\$ 170,078

X. ICDBG Budget Form

Applicant or Grantee: Adams County

Project Name: Historic Courthouse Community Center Project

LINE ITEMS	ICDBG Cash	County In-Kind	ACHPC Cash	ACHPC In-kind	State*	Local*	Private Cash	Private In-Kind	Total
Administrative**	9,000								9,000
Land, Structures, Rights of Way									
Architect	7,000								7,000
Construction	107,255	18,900	10,923					15,000	152,078
Legal & Audit									
Interim Financing									
Grant Writing								2,000	2,000
TOTAL COSTS**	123,255	18,900	10,923					17,000	170,078

*Identify funding source

**Administrative expenses and project planning design costs, when totaled, shall not exceed 10% of the total ICDBG amount.

XI. Detailed Cost Analysis

1. Have preliminary plans and specs been submitted to regulatory agencies for review? Yes X No

If yes, list date submitted: _____

If no, list expected date to be submitted: April 2009

2. Has final design (for bidding) begun? X Yes No

If yes, % complete: 90 %

If no, what is expected start date: _____

3. Will project include bid alternatives to meet project budget if necessary? X Yes No

4. Are Davis Bacon wage rates applicable to the project? X Yes No

If yes, are they included in the project costs? X Yes No

5. Have known environmental measures been included in project costs? (ex: dust mitigation, archaeological survey, storm water drainage, wetland mitigation etc.) X Yes No

6. What will expected construction contingency be at final design? 5 %

7. List the last date the owner and design professional discussed project design and details. Date: 2/23/09

8. Design Professional Cost Estimate may be found in **Appendix G**.

XII. Project Schedule

Project Activity	Date (to be) Completed	Documentation in Appendix
Grant Administrator Procured	February 2006	E
Eng/Architect Procured	January 2001	E
Other Funding Secured	January 2009	G
Permits Identified & Secured	December 2005	
Sub recipient Agreement Drafted	NA	
Environmental Review Complete	March 2006	A
Complete 504 Requirements	August 2005	See New Meadows Depot Project
Complete Fair Housing Requirements	August 2005	See New Meadows Depot Project
Bids Advertised	July 2009	
Start Construction	August 2009	
Second Public Hearing	October 2009	
Certificate of Substantial Completion	November 2009	
Closeout	December 2009	

[illegible]

XIII. Grantee and Sub-recipient Financial Profiles

Is the Grantee a (circle one)

City

County

If a sub-recipient, what type of Organization (circle one)

Water District

Sewer District

Homeowner's Association

For-Profit Company

Non-Profit Company

Water Association

Fire District

Hospital District

Other (please explain): _____

**INSTRUCTIONS

For all projects complete Sections III & IV

For all projects that pertain to water complete Section I, III, & IV.

For all projects that pertain to sewer complete Section II, III & IV.

Section I. Water System (only) - Input information for the water system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Water Source(s): ___ Wells ___ River ___ Lake ___ Springs
___ Purchase ___ Other

Water Treatment Method _____

Number of people served by the system _____

Number of hook-ups on the system _____

Number of equivalent dwelling units
(EDU's) on the system _____

Number of residential EDUs _____

Number of commercial EDUs _____

Number of industrial EDUs _____

Number of Wells _____

Number of Fire Hydrants _____

Storage Reservoir (gallons) _____

Water piping (linear feet) _____

Are all system users on meters _____

Are meters consistently read _____

For residential users, what is the average monthly

Water rate for 10,000 gallons \$ _____

When was the last rate increase _____

How much were the rates increased \$ _____

Annual water system revenue \$ _____

Current funds in capitol improvement account \$ _____

Current funds in reserve fund \$ _____

Total dollar amount owed by customers in arrears \$ _____

Annual water system expenses \$ _____

Residential Hook-Up Fee \$ _____
Commercial Hook-up Fee \$ _____
Industrial Hook-Up Fee \$ _____

Value and description of assets:

Land \$ _____
Buildings \$ _____
Equipment \$ _____
Other \$ _____
Total Asset Value \$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Explain Water Conservation Methods Implemented: _____
_____.

Section II. Sewer System (only) Input information for the sewer system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Sewer Treatment Method _____

Do you have a Pre-treatment system? ☐ Yes ☐ No

Number of people served by the system _____
Number of residential connection on the system _____
Number of commercial connection on the system _____
Number of industrial connection on the system _____
Number of new connections within the last year _____
Treatment System capacity (million gallons) \$ _____
Sewer piping (linear feet) _____
Number of lift stations _____
What are the current residential sewer rates \$ _____
When was the last rate increase _____
How much were the rates increased \$ _____
Residential Connection Fee \$ _____
Commercial Connection Fee \$ _____
Industrial Connection Fee \$ _____

Annual sewer system revenue \$ _____
Current funds in reserve account \$ _____
Current funds in capitol improvement account \$ _____
Current dollar amount owned by customers in arrears \$ _____

Annual sewer system expenses \$ _____

Value and description of assets:

Land	\$ _____
Buildings	\$ _____
Equipment	\$ _____
Other	\$ _____
Total Asset Value	\$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Section III. All Applicants (except Sewer and Water):**Grantee or Sub-Recipient Taxing Authority: Adams County Historic Preservation Commission**

- A. Identify how the organization obtains its operating funding, i.e., bonds, district assessments, other:

_____.

- B. Does the organization have taxing authority? ____ Yes X ____ No (if no, skip to Section IV)

- I. Do you tax? X Yes ____ No

- a) If yes:

- (1) What is the tax rate? _____
- (2) What is the annual tax amount generated? \$ _____
- (3) What are the taxes used to pay for, i.e. equipment, operating expenses, etc.? _____
- _____

- II. If your organization does not tax explain why. _____
- _____

Section IV. All Applicants**Grantee Financial Summary** (based on most current audit report)**Revenue**

Taxes	\$ <u>2,373,642</u>
Licenses and Permits	\$ <u>786,626</u>
Intergovernmental	\$ <u>1,322,914</u>
Charge for Services (see licenses and permits)	\$ <u>-</u>
Miscellaneous	\$ <u>76,098</u>
Other _____	\$ <u>1,486,441</u>

Total Annual Revenue	\$ <u>6,065,721</u>
-----------------------------	---------------------

Expenses

Total Annual Expenditures

\$6,017,526

Section V. All Applicants

Grantee Growth Management Planning

When was the comprehensive plan last updated? 2006

Which of the following tools do you implement as land use measures and controls?

	Yes	No
Building Codes	<u>X</u>	<u> </u>
Historical Preservation	<u> </u>	<u>X</u>
Conventional Zoning Ordinances	<u>X</u>	<u> </u>
Other Zoning Options: (see below)		
Bonus or Incentive Zoning	<u> </u>	<u>X</u>
Example: allows for increased residential densities if developer will include affordable housing options		
Transfer of Development Rights	<u> </u>	<u>X</u>
Example: transfer development rights to areas where development is wanted and to restrict it in areas where it is not		
Planned Unit Development (PUD)	<u>X</u>	<u> </u>
Example: allows for creative and innovative design at same time creating amenities for public benefit. (mixed use development)		
Development Agreements	<u>X</u>	<u> </u>
Contract between municipality and developer. Municipality specifies what the developer may do and what they are required to do within project area.		

Do you currently implement any of the following?

	Yes	No
Economic Development Plan	<u> </u>	<u>X</u>
Development Impact Fees	<u> </u>	<u>X</u>
Local Option Tax (resort)	<u> </u>	<u>X</u>
Toll roads	<u> </u>	<u>X</u>
Distance Based Impact Fees	<u> </u>	<u>X</u>
Tree City USA	<u> </u>	<u>X</u>

XIV. Community Demographic Profile

Instructions: Complete the un-shaded areas using census data for the city/county applicant.

The census data can be located on our Web site at: <http://community.idaho.gov>

Name of Applicant: Adams County

	Total Pop. In Area
TOTAL POPULATION BENEFITED (if different from city/county population in census)	
TOTAL POPULATION IN APPLICANT'S AREA	3,476
Male	1,784
Female	1,692
White	3,347
Percent of Population	97.4
MINORITY POPULATION	
Black/African American	2
American Indian/Native Alaskan	49
Asian	5
Native Hawaiian or Pacific Islander	1
American Indian/Alaskan Native and White	77
Asian and White	8
Black/African American and White	3
American Indian/Alaskan Native and Black/African American	3
Other Mulit-Racial	46
Hispanic	54
TOTAL MINORITY	248
Percent of Population	7.2
SENIOR CITIZENS	
Total Persons 65 Years and Over	561
Percent of Population	16.3
DISABILITY STATUS	
Civilian Non-institutionalized Population 16 to 64	373
Percent with a Work Disability	18.9
Civilian Non-institutionalized Population 65 Years and Over	547
Percent with a Disability	45.5
FEMALE HEAD OF HOUSEHOLD	
Total Households	1,421
Female Householder, No Husband Present	81
Percent of Households	5.7

XV. **Review and Ranking Narrative:**

Part B: Forms

I. Criticalness and Urgency of Problems

Physical Conditions (350 points)

		Problem or Need Rating		
		Violation of Laws/ Bldg. Codes/ Health and Safety Concerns	Health and Safety Problems	No Violations or Health and Safety Concerns
Identified in Project Description Narrative	Identification of Problem	Critical 3	Urgent 2	Nice to Have 1
	Physical Conditions: Structural Problems			
	Roof			X
	Walls			X
	Foundation			X
	Floors			X
	Weatherization		X	
	Expansion for Adult Daycare			NA
	New Center			NA
	Other			
	Interior Problems:			
X	Asbestos/lead based paint	X		
	Bathrooms			X (Completed 2005)
X	Access for persons with disabilities	X		
	Electrical/plumbing/lighting		X	
X	Heating/air conditioning		X	
	Fire safety			X
	Unusable space			
	Other			
	Kitchen and Food Storage:			NA
	Health inspection			
	Capacity of dry storage			
	Capacity of cold storage			
	Equipment			
	New Center			
	Other			
	Access for Persons with Disabilities:			
	Parking			
X	Entry		X	
	Bathrooms			
	New Center			
	Other			
	TOTALS:			
		ASSIGNED RANKING		

Instructions: Items not on the form are answered in either chapter 5 or through documentation included in the appendix as explained in Part A of this chapter.

II. Planning and Schedule:

- A. Pre-Planning:** Quantification of problems through health and building code inspections as well as architectural/engineering review.

The Adams County Historic Preservation Commission was appointed by Adams County to guide the preliminary design, costing, and grant writing processes. First among their tasks was to obtain approval from Adams County to serve as applicant for the ICDBG proposal. The Committee then contacted and approved Shawn Charters with Community Partners as its grant writer. With the assistance of Ms. Charters, the ACHPC sought the approval of the income survey through Idaho Department of Commerce and Labor and conducted the Survey which resulted in 54% LMI population. The ACHPC also worked with residents on the Facility Inventory, and conducted and gathered and documented the cash and in-kind match resources. The ADHPC contracted with ZGA Architects to provide design and cost analysis. In July 2001 ZGA Architects and Planners conducted a Feasibility Study that included an Existing Conditions Analysis which documents the critical need for the planned improvements. **A copy can be found in Appendix A.**

- B. Project Planning:** Describe coordination of agencies involved in planning and funding your project.

The ACHPC has completed preliminary designs for the proposed project. Environmental Scoping has been completed and Environmental Review completed for the structural repairs that were just completed. The review will be updated for this project. The project is not within a wetland or flood plain, does not impact endangered or threatened species, and only historic preservation guidelines are required. It is anticipated that this project will be considered a categorically excluded activity by HUD. In addition, Adams County has conducted a competitive procurement process for grant administration services and, based upon an evaluation of the proposals received, selected Shawn Charters. Upon an award of ICDBG funds, Adams County will enter into a contract for said professional services.

III. Benefits:

A. Activities Provided: Describe the nature of the activities.

The Historic Courthouse Community Center is envisioned to offer a facility that is open to the public for activities and events that include, but are not limited to, community meetings, public hearings, social events, educational workshops, dinners, dances, reunions, musicals, dramas, and other local entertainment presentations.

Because this Community Center will be the only such large group facility in Council, it is anticipated that any available service, program, or similar offering for residents of all ages, especially the elderly and disabled, will eventually be offered through the center. Program and service offerings may include nutrition, hearing aid services, flu shots, and blood pressure and heart monitoring clinics, legal, estate and tax preparation assistance, shopping, and medical service.

A schedule of community events will be programmed and posted by the ACHPC. This group will establish the policies and procedures for scheduling, operation, and maintenance of the community center. The ACHPC will also be responsible for identifying needed services and programs within the community and arrange for them to be provided at the center. ACHPC will also establish policies and rates for persons or groups seeking to use the center for private events. Private events will be scheduled upon payment of a reasonable fee with priority given to public and community uses. The information below is a proposed schedule of programs, service, and activities envisioned for the community center.

B. LMI and Minority Outreach: Describe your center's outreach activities directed to this population.

According to the U.S. Census Bureau there are 1,949 persons residing in the benefit area with approximately 54% being classified as low and moderate-income persons. Adams County and its management committee will make every effort to extend welcome and fellowship to all citizens in the area, regardless of income, race, national origin, or color who use the Historic Courthouse Community Center. Adams County Historic Preservation Commission (ACHPC) will post notices within the Community Center declaring its non-discrimination and reasonable accommodation on the basis of disability policies. ACHPC will also attempt to target its programming and events towards persons that have disabilities. On a regular basis the Community Center will canvas the area for new patrons. The community center plans to use publicity of their accessibility and the programs, services, and or activities offered as a recruitment tool for new patrons.

III.

Activities Provided

List the number, and frequency of activities and services the center is providing to seniors, the neighborhood and/or the community on a monthly basis. Applicants should include activities and services such as health, recreation, nutrition, educational, and transportation programs.

The number and quality of services will be considered in assigning quartile points to this area. ICL will calculate the frequency by taking the number of days an activity or service is offered during the course of the month multiplied by twelve.

Senior/Community Center Activities

Type of Activity	Existing Activity	Proposed Activity	No. of days Offered Per month	Facilitated By
A. Health				
Health Fairs		X	1	Hospital, Medical Clinic
Health Classes/Seminars		X	1	ADHPC
Medical Conferences		X	1	ADHPC
Blood Drawings		X	2 x year	American Red Cross
B. Recreation				
Parties	X	X	20	Private, Local
Plays	X	X	4	Alpine Playhouse
Video/Film	X	X	4	Council Cultural Arts Committee
Bands	X	X	2	Private
Cowboy Poetry	X	X	1	ADHPC
C. Meals				
D. Other				
Quilt Show	X		2 x year	ACHPC
Public & Private Meetings		X	20	City, County, ADHPC, Private
Civic Presentations		X	5	City, County, ADHPC, Private
Classroom Space		X	20	School District, Private
Offices		X	20	Private
Retail Space		X	20	Private
Emergency Operations Center		X	1	Adams County Disaster
Haunted House	X		Oct each yr.	Private
Weddings		X	3	Private
Funeral Dinners		X	1	Private
Cultural Exhibits		X	2	State, Local, ADHPC, Private
Reunions		X	2	Private
Seasonal Hostel		X	1	Private
Totals				

***Points will be awarded for documented activities

XVII. CERTIFICATIONS

I certify the data in this application is true and correct, that this document has been duly authorized by the governing body of the City of Emmett and we will comply with the following laws and regulations if this application is approved and selected for funding.

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964 Pub.L 88-352
- Civil Rights Act of 1968 Pub.L 90-284
- Age Discrimination Act of 1975
- Rehabilitation Act of 1973, Section 504
- Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended (49 CFR Part 24)
- Housing and Community Development Act of 1974, as amended Pub.L 93-383
- Davis-Bacon Act (40 USC 276a - 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that sub-recipient complies with A-110 and A-122
- Section 106 of the Housing and Urban Recovery Act of 1983 certifying to:
 - Minimize displacement as a result of activities assisted with CDBG funds by following the Idaho Department of Commerce & Labors anti-displacement and relocation assistance plan;
 - Conduct and administer its program in conformance with Title VI and Title VIII, and affirmatively further fair housing;
 - Provide opportunities for citizen participation comparable to the state's requirements (those described in Section 104(a) of the Act, as amended);
 - Not use assessments or fees to recover the capital costs of ICDBG funded public improvements from low and moderate income owner occupants;
 - Abide by all state and federal rules and regulations related to the implementation and management of federal grants;
 - Assess and implement an Accessibility Plan for persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended;
 - Adopt and implement an Excessive Force Policy;
 - Prohibition of Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and work Responsibility Act of 1998 Pub.L 105-276.
 - Anti-Lobbying Certification: No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, the entering into any cooperative agreement and the extension, renewal, modification or amendment of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with this federal grant, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Signed by Chief Elected Official

February 23, 2009
Date

Bill Brown, Chairman, Adams County Commissioners
Typed Name

XVIII. ICDBG Environmental Scoping - Field Notes Checklist

Applicant Adams County Sub Recipient NA

This site and desk review checklist is to be completed by the Applicant and submitted with the application.

The purpose of the checklist is to help the Applicant and ICL better understand what environmental statutes or provisions per 24 CFR 58 might impact the proposed project. The information will assist in understanding what studies, documentation, and mitigation measures could be applicable and to assist in completing the environmental review record. The Applicant may choose to attach this scoping checklist as part of the environmental review record.

1. Limitations on Activities

Is the Grantee planning or in the process of acquiring property for this proposed project? ___ Yes X No

If yes, is the Applicant aware that land acquired or site work after submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning once an application for ICDBG funds is submitted, neither Applicant or sub recipient, may commit Non-HUD funds to a project for land acquisition or site work (except for minor testing) before the environmental review is complete, unless the land acquisition or contract is conditioned on completion of the ICDBG environmental review.

2. Historic Preservation

Has the SHPO been notified of the project? X Yes ___ No

Have tribes with possible cultural and religious sites been notified of the project? ___ Yes ___ No

3. Floodplain Management

Is the project located within a floodway or floodplain designated on a current FEMA map? Check Web site <http://store.msc.fema.gov/> ___ Yes X No ___ Not Sure

If yes, is the community where the project is taking place a participant in the National Flood Insurance Program. Check Web site www.idwr.idaho.gov/water/flood ___ Yes ___ No

4. Wetland Protection

Are there ponds, marshes, bogs, swamps, drainage ways, streams, rivers, or other wetlands on or near the site? ___ Yes X No

If yes, has the Army Corps of Engineers (ACoE) been notified? ___ Yes ___ No

5. Sole Source Aquifers (Clean Water Act)

Is proposed aquifer located over an EPA designated aquifer area? ___ Yes X No

6. Endangered Species Act

Has U.S. Fish and Wildlife Service, NOAA Fisheries, and Idaho Fish and Game Regional Office been notified about the project? X Yes ___ No

7. Wild and Scenic Rivers Act

Is the project located within one mile of a designated wild and scenic river? Idaho wild and scenic rivers include portions of the St. Joe, Lochsa, Selway, Middle Fork of the Clearwater, Snake, Rapid, and Middle Fork of the Salmon. Check Web site www.nps.gov/rivers/ ___ Yes X No

8. Clean Air Act

Is the project located in a designated non-attainment area for criteria air pollutants? ___ Yes X No

For building demolition or improvements has an asbestos analysis been planned for or conducted?

X Yes ___ No ___ N/A

For housing rehabilitation has a lead based paint assessment been planned for or conducted?

___ Yes ___ No X N/A

9. Farmland Protection Policy Act

Is the project located on a site currently zoned as residential, commercial, or industrial? X Yes ___ No

Is the project area currently being utilized for farm or agricultural purposes ? ___ Yes X No

If yes, has the USDA Natural Resource Conservation Service or local planning department been notified about the project? ___ Yes ___ No

10. Environmental Justice

Does project have a disproportionate environmental impact on low income or minority populations?

___ Yes X No

11. Noise Abatement and Control

Is the project new construction or rehabilitation of noise sensitive use (i.e. housing, mobile home parks, nursing homes, hospitals, and other uses where quiet is integral to the project functions)?

___ Yes X No

If yes is the project located within 5 miles of an airport, 1000 feet of a major highway or busy road, or 3,000 feet of a railroad. ___ Yes ___ No

12. Explosive and Flammable Operations

Is the physical structure (not necessarily infrastructure) intended for residential, institutional, recreational, commercial or industrial use? ___ Yes X No

If yes, are there any above ground explosive or flammable fuels or chemical containers within one mile of the physical structure? ___ Yes ___ No

If yes, have you been able to identify what the container is holding and the container's size?

___ Yes ___ No

13. Toxic Chemicals and Radioactive Materials

Are there any known hazardous materials, contamination, chemicals, gases, and radioactive substance on or near the site? ___ Yes X No

If yes, explain _____

During the visual inspection of the site is there signs of distressed vegetation, vents or fill pipes, storage/oil tanks, stained soil, dumped material, questionable containers, foul or noxious odors, etc.

___ Yes X No

If yes, explain _____

At this time is the site's previous uses known to have been gasoline stations, train depots, dry cleaners, agricultural operations, repair shops, landfill, etc.? ☐ Yes ☒ No

Are other funding agencies requiring the Grantee to perform an American Society for Testing Materials (ASTM) environmental assessment? ASTM assessment involves analysis of site uses and ownership, inspection of site, and possible testing. ☐ Yes ☒ No

14. Airport Clear Zones and Accident Potential Zones

Is the project located within a designated airport runway clear zone or protection zone? ☐ Yes ☒ No

Does the project involve acquisition of land or construction/rehabilitation of building or infrastructure in an airport runway clear zone or protection zone? ☐ Yes ☒ No

If yes, is the grantee aware that the airport operator may wish to purchase the property at some point in the future as part of a clear or accident zone acquisition program? ☐ Yes ☐ No

15. Other Environmental Reviews

Have facilities studies or other environmentally related site reviews been conducted or in the process of being conducted? ☒ Yes ☐ No

If yes, are there any identified concerns or recommended mitigation measures? ☐ Yes ☒ No

List if known - Feasibility Studies Complete and The Environmental Review process for ICDBG Funding has begun. Letters were sent out on February 17, 2006 requesting comments.

16. Information Letters

The advanced mailing of environmental information letters is sought in an effort to minimize the project's timeline in waiting for necessary documentation or information. It will also assist in earlier responses to required mitigation measures should the proposed project receive ICDBG funding.

Place a check mark by the agencies that have been mailed an environmental information letter.

- ☒ Idaho State Historic Preservation Officer
- ☒ Tribal Historic Preservation Officer or Tribal Office
- ☒ Idaho Department of Water Resources
- ☒ Army Corps of Engineers (if wetlands are applicable)
- ☒ U.S. Fish and Wildlife
- ☐ NOAA Fisheries (if salmon and/or steelhead are applicable)
- ☒ Idaho Fish and Game
- ☒ USDA Natural Resource Conservation Service (if farmlands are applicable)
- ☒ Idaho Department of Environmental Quality
- ☐ Local Government – Planning Department
- ☒ Others Bureau of Land Management, Bureau of Reclamation, Environmental Protection Agency, Idaho Transportation Department, FEMA, State Fire Marshall, HUD, Department of Lands, Department of Health & Welfare, Idaho Parks and Recreation,

Completion of the scoping checklist does not constitute that all environmental provisions or clauses related to 24 CFR 58 Environmental Reviews have been met or are known at this time.

Completed By

February 23, 2009

Date